

**MINUTES OF THE MEETING OF
SKIDBY PARISH COUNCIL
Tuesday 2 September 2025 at 7.30pm**

PRESENT Councillors P Browning, K Haslam, T Hasnip, S Hooker, L Kendall.

Clerk J Price

IN ATTENDANCE: Councillor R Meredith (ERYC) (to minute 89/25), 2 PCSOs (to minute 88/25)

83/25	Apologies for absence
	Apologies were received from Councillors Foster, Roustoby and Varey
84/25	Declarations of Interest – Members Code of Conduct.
	<p>a) To record any declarations of pecuniary or non-pecuniary interest by any member in respect of items on this agenda.</p> <p>Councillor Hasnip declared a pecuniary interest in minute 96/25 as one of the payments related to his partner’s business and did not take part in the consideration of this item and minute 95/25d as the item related to a contract with his partner’s business.</p>
	<p>b) To consider any written requests for dispensations in relation to any items on this agenda</p> <p>No requests had been received.</p>
85/25	Minutes of the Ordinary Meeting held on 5 August 2025
	Resolved: that the minutes of the Ordinary Meeting held on 5 August be accepted as a true and accurate record and be signed by the Chairman.
86/25	Public Questions
	No members of the public were in attendance.
87/25	Update on Flooding Issues
	<p>a) Request to clear silt from the quarry behind Church Rise</p> <p>The Clerk referred to a suggestion from a councillor that the Parish Council considers desilting the pond in the quarry behind Church Rise that acting as an overflow for the Yorkshire Water tank behind Orchard Road. Councillors discussed value for money; whether it was the Parish Council’s responsibility to undertake the work; whether clearing the silt would improve flow into the pond and the overall benefit to the village.</p> <p>The Clerk referred to correspondence from a resident thanking the Parish Council for the ditch works on Riplingham Road which she hoped would reduce the risk of flooding to properties on Riplingham Road.</p> <p>Resolved:</p> <ol style="list-style-type: none"> i. that the Councillor speaks to the landowner to identify the benefits of the proposed work; ii. that the Clerk contacts Yorkshire Water to request that the outflow from the tank to the pond be checked for adequacy, and iii. that the correspondence from the resident is noted.
88/25	Police Report

	<p>PCSOs Watts and Danby attended and advised the meeting that there had only been one incident of note in the last month, namely burglary at the Mill. A suspect had been identified. Councillors requested information about e-scooters and were advised that these were dealt with as part of normal business. Motorbikes were the subject of operation Yellowfin. A Councillor reported that there was currently no evidence of drug paraphernalia at the telephone box near the Mill, but there was regular dumping of old cannabis plants on Riplingham Road. Councillors also referred to the need to monitor inconsiderate parking at the Primary School once term began and liaise with the school regarding messages to parents.</p> <p>Resolved: that the report be noted.</p>
89/25	East Riding of Yorkshire Council Matters
	<p>a) To receive a report from the Dale Ward Councillors</p> <p><i>At the request of Councillor Meredith, the Chair agreed to vary the order of the agenda.</i></p> <p>Councillors C and T Gill had sent their apologies. Councillor Meredith attended and reported that all comments he had received relating to the proposed parking scheme at Raywell had been submitted to ERYC officers; that the Parish Council should approach Safer Roads Humber to request that the Raywell site was added to their programme, once the parking area had been installed; that an ERYC colleague was investigated another parking scheme that would help to reduce the issue at Raywell; that the Boundary Commission had published its review of ERYC ward boundaries and that Skidby would be included in Cottingham North; that Castle Hill and HRI were increasing their parking charges significantly; that he was contributing to an ERYC motion regarding the housing of asylum seekers; that traffic cameras had proved very contentious in another area of the ward; that forthcoming scrutiny reviews would be focussed on footpaths and bridleways, and Yorkshire Water and flooding issues, and that a Mayoral Community Fund of £1M had been proposed. A Councillor requested an update on Skidby Mill and the Clerk provided information received from the ERYC Head of Strategic Property and Assets, which had been received after publication of the agenda. The Councillor referred to a commitment from the Head of Culture and Customer Services to attend or send a representative to the Parish Council's meetings on a regular basis.</p> <p>Resolved:</p> <ul style="list-style-type: none"> i. that the reports be noted; ii. that the Clerk forwards details of the requested footpath along the old Beverley Road from Eppleworth Road to Mill Road to Councillor Meredith, iii. that the ERYC Head of Culture and Customer Services be invited to attend the next meeting of the Parish Council, and iv. that the Clerk requests that the proposed car park at Raywell be added to the list of sites for Safer Roads Humber.
90/25	Planning Matters
	<p>a) Urgent Planning Applications received after the publication of the agenda</p> <p>The Clerk reported that no applications had been received.</p>
91/25	<p>Conclusion of Audit and External Auditor's Certificate</p> <p>The Clerk submitted the External Auditor's Certificate that noted two 'other matters' in relation to the 2024-25 financial year, noting that the Parish Council has provided the appointed auditor with an adequate explanation for non-</p>

	<p>compliance and details of the actions necessary to address weaknesses identified.</p> <p>Resolved: that the report be received.</p>
92/25	<p>Correspondence and Communications</p> <p>a) To consider a proposal from ERYC regarding parking on Riplingham Road, Raywell.</p> <p>The Clerk submitted a report setting out the proposals and summarising comments made by ward councillors and residents. Whilst Councillors welcomed the scheme, they reiterated points made at the previous meeting regarding the need to enlarge or remove the 'layby' on the southern side of the road, introduce signage and reduce the speed limit.</p> <p>Resolved:</p> <ol style="list-style-type: none"> i. that ERYC be advised that the Parish Council welcomes the proposal to create parking on the north side of Riplingham Road, but agrees with the suggestion that the existing 'layby' on the southern side should be increased in size or removed altogether as vehicles parking here often overhang onto the road and create hazards for oncoming traffic. It also supports the suggestions of reducing the speed limit further, recognising that there will be vehicle manoeuvring in and out of the parking area, increasing signage to alert drivers to pedestrians and the possibility of Safer Roads Humber being able to operate from this location, and ii. that in relation to the request for a bin the Parish Council will monitor the situation once the scheme is in place and revisit if necessary.
	<p>b) Public Transport update</p> <p>The Clerk submitted details of planned changes to local bus services.</p> <p>Resolved: that the report be noted.</p>
93/25	<p>Updates on ongoing Projects</p> <p>a) Review of Action List</p> <p>The Clerk submitted the action list which showed progress against agreed actions.</p> <p>Resolved: that the updates be noted.</p>
	<p>b) Request for publicity photo of defibrillator</p> <p>The Clerk reported that GRAHAM were seeking a publicity photo of the defibrillator which they were donating to the Parish Council.</p> <p>Resolved: that the Clerk arranges a photo with Councillor Varey.</p>
94/25	<p>Cemeteries Issues</p> <p>a) Quotation for repair to roof of store and Little Weighton Road Cemetery</p> <p>The Clerk submitted a quote received to repair the roof which had been submitted by a local company. Due to the high cost of proposed works, Councillors discussed the use of the store and proposed obtaining quotes for its demolition rather than repair.</p> <p>Resolved: that the Clerk obtains quotes for demolition of the store.</p>

	<p>b) Baptist Cemetery Wall</p> <p>A Councillor referred to the need for repairs to the front wall of the Baptist cemetery as some mortar had been lost and this had the potential to make the wall unstable in the longer term.</p> <p>Resolved: that the Clerk seeks quotes to repair the wall.</p>
95/25	Finance Update
	<p>a) Bank Reconciliation</p> <p>The Clerk submitted the bank reconciliations as at 28 August 2025 along with a list of transactions for members' consideration.</p> <p>Resolved: that the report be noted.</p>
	<p>b) Budget update</p> <p>The Clerk submitted an updated budget report showing spend to 28 August 2025.</p> <p>Resolved: that the budget update be noted.</p>
	<p>c) To consider a request to purchase a subscription to Canva</p> <p>The Clerk submitted a request that the Parish Council subscribes to Canva to improve the quality of publicity materials. Following some debate it was proposed to subscribe for one year then review the value of the subscription.</p> <p>Resolved: that a one-year subscription be authorised.</p>
	<p>d) Grounds Maintenance Contract – update on advice from SLCC</p> <p><i>Councillor Hasnip declared a pecuniary interest in this item as it related to the Grounds Maintenance Contract currently awarded to his partner's business and left the room and did not take part in consideration of this item.</i></p> <p>The Clerk reported that the overall cost of the three year grounds maintenance contract which had been let in February 2025 would be in excess of £30,000. This meant that the contract should have been advertised in accordance with the requirements of the Procurement Act 2023. She had sought advice from the SLCC who had indicated that there was a section of the Procurement Act that permitted an authority to conduct a procurement process that it can justify which doesn't strictly follow the procurement regulations but is included in the legislation, and advised that as long as the Parish Council could justify the actions it had taken, then issuing a contract aware notice in accordance with the Regulations would suffice and would protect the council from claims of improper procurement procedure.</p> <p>Councillors discussed this advice and confirmed that they felt the procurement process used was a proportionate means of awarding the public contract, having regard to the nature, complexity and cost of the contract. The Parish Council had approached seven local companies that had previously expressed an interest in undertaking grounds maintenance work for the Parish Council. The Council was keen to use local companies that could show a commitment to the parish and provide a flexible and responsive service.</p> <p>Resolved:</p> <p>i. that the advice be noted, and</p>

	<div>ii. that the Parish Council confirms its belief that the procurement process used was proportionate to the contract, and</div> <div>iii. that the Clerk submits a contract award notice through Contracts Finder</div>																																																																	
96/25	Accounts for Payment																																																																	
	<p><i>Councillor Hasnip declared a pecuniary interest in this item insofar as it related to a payment to his partner's business and did not take part in the consideration of this expenditure.</i></p> <p>Resolved: that the following payments be agreed.</p> <table><tr><th>For Approval</th><th></th><th>Net</th><th>VAT</th><th>Total</th></tr><tr><td>Clerk's Salary</td><td>August</td><td>445.38</td><td>0</td><td>£445.38</td></tr><tr><td>HMRC</td><td>Income Tax</td><td>321.44</td><td>0</td><td>£321.44</td></tr><tr><td>L Moore</td><td>Grounds Maintenance - August</td><td>1003.32</td><td>0</td><td>£1003.32</td></tr><tr><td>NBB</td><td>Park Bench</td><td>510.00</td><td>102.00</td><td>£612.00</td></tr><tr><td>Amazon</td><td>Bird Scarer</td><td>33.24</td><td>6.65</td><td>£39.89</td></tr><tr><td>G O Foster</td><td>Dig out dyke - RR</td><td>4100.00</td><td>820.00</td><td>£4920.00</td></tr><tr><td>Easy PC Accounts</td><td>Accounts software</td><td>72.00</td><td>0</td><td>£72.00</td></tr><tr><td>PKF Littlejohn</td><td>External Audit Fee</td><td>210.00</td><td>42.00</td><td>£252.00</td></tr><tr><td>For Noting</td><td></td><td></td><td></td><td></td></tr><tr><td>Scottish Power</td><td>Electric for Pavilion</td><td>41.90</td><td>2.10</td><td>£44.00</td></tr><tr><td>Lloyds Bank</td><td>Card Charges</td><td>3.00</td><td>0</td><td>£3.00</td></tr><tr><td>Unity Bank</td><td>Bank Charges</td><td>6.00</td><td>0</td><td>£6.00</td></tr></table>	For Approval		Net	VAT	Total	Clerk's Salary	August	445.38	0	£445.38	HMRC	Income Tax	321.44	0	£321.44	L Moore	Grounds Maintenance - August	1003.32	0	£1003.32	NBB	Park Bench	510.00	102.00	£612.00	Amazon	Bird Scarer	33.24	6.65	£39.89	G O Foster	Dig out dyke - RR	4100.00	820.00	£4920.00	Easy PC Accounts	Accounts software	72.00	0	£72.00	PKF Littlejohn	External Audit Fee	210.00	42.00	£252.00	For Noting					Scottish Power	Electric for Pavilion	41.90	2.10	£44.00	Lloyds Bank	Card Charges	3.00	0	£3.00	Unity Bank	Bank Charges	6.00	0	£6.00
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The meeting concluded at 8.48pm

The next meeting will take place on Tuesday 7 October 2025 at 7:30pm

Signed as a true record Date
Chairman